



STATE
LIBRARY OF N.S.W.
28 APR 1986

VICTORIA

CATALOGUE NUMBER 9202.2

17 DECEMBER 1985

INFORMATION PAPER

TRAVEL TO WORK, SCHOOL, AND SHOPS SURVEY, SAMPLE FILE ON MAGNETIC TAPE

VICTORIA

STATE LIBRARY OF N.S.W

Offsite Storage

TQ043686

Cat
no. 9202.2

CONTENTS

Page

SAMPLE FILE ON MAGNETIC TAPE

1.	Introduction	3
2.	Magnetic tape formats	3
3.	File structure	3
4.	Record structure	3
5.	Using the data	3
6.	Conditions of issue	4

APPENDIXES

A	Magnetic tape formats	5
B	Magnetic tape volume and data set labels	7
C	List of data items	15
D	Aggregation of variables	18
E	Order forms	19

SAMPLE FILE ON MAGNETIC TAPE

1. Introduction

This publication provides information concerning the magnetic tape file containing data for the 1984 Travel to Work, School, and Shops Survey (Victoria) which is now available.

The release of these data is possible under the Census and Statistics Act which allows for the release of data in the form of unit records where the information is not likely to enable the identification of a particular person or organisation. There are no names or addresses on the sample file and the detail for some items of data has been suppressed or reduced to ensure that the confidentiality of individuals is protected. The file is available under certain conditions of issue which are specified in Section 6 of this publication. Subject to the limitations of sample size and geographic identification, it is possible for a user to manipulate the data, produce tabulations and undertake statistical analyses to users own specifications.

2. Magnetic tape formats

Details of magnetic tape formats, tape labelling options, recording densities, code sets available, etc., are given in Appendix A.

3. File structure

The sample file is distributed as a single reel of magnetic tape containing one data file. Details of the structure of labels are given in Appendix B.

4. Record structure

The data items contained in the file are listed in Appendix C.

Any statistics produced from the sample file will be subject to sampling error.

5. Using the data

5.1 Classifications

The detail for some variables has been reduced to avoid the release of identifiable information. These variables are listed in Appendix D.

5.2 Effects of sampling

The 1984 Travel to Work, School, and Shops Survey (Victoria) was based on a multistage area sample of private dwellings and a sample of non-private dwellings (hotels, motels, etc.) and covered about 6,200 households in Victoria. As the survey was conducted at only a sample of all households in Victoria it is important to take account of the method of sample selection when deriving estimates from the unit record file. This is particularly important as a person's chance of selection in the survey varied, depending upon the region in which he/she lived. If these different chances of selection are not accounted for, by use of appropriate 'weights', the results will be biased.

5.3 Use of 'weights'

One of the fields on the unit record file contains a 'weight' for each person in the sample. This 'weight' takes account of a person's probability of selection in the sample from his/her region, with an adjustment to account for underenumeration at the age, sex, and metropolitan/rest of State level. The 'weights' were derived from the monthly population benchmarks (October 1984) showing the number of persons in each part-of-State, cross-classified by age (16 groups) and sex.

If estimates of population sub-groups are to be derived from the unit record file, it is essential that they are calculated by adding the 'weights' of the persons in each category, not just by counting the number of persons falling into each category. If each person were to be counted only once then no account would be taken of the fact that a person's chance of being selected in the survey varied from region to region and the resulting estimates may be seriously biased.

5.4 Estimation procedure

Estimates derived from the survey are obtained by using a complex ratio estimation procedure, which ensures that the survey estimates conform to an independently estimated distribution of the population by age and sex, rather than to the age and sex distribution within the sample itself.

6. Conditions of issue

Sample files are released in accordance with a Ministerial Determination (Statutory Rule 1983 No. 19) in pursuance of Section 13 of the *Census and Statistics Act* 1905. As required by the Determination, the sample files have been designed so that the information on the files does not enable the identification of the particular person to whom it relates.

In pursuance of Clause 7, the Determination requires clients to sign a Form of Undertaking stating that the information will be used for statistical purposes only.

Use of data for statistical purposes means use by the person or organisation to produce information of a statistical nature. Examples of such uses are:

- (a) the manipulation of data to produce means, correlations, or other descriptive or summary measures;
- (b) the estimation of population characteristics from sample data;
- (c) the use of data as input to mathematical models and for other types of analyses (e.g. factor analysis); and
- (d) to provide graphical and pictorial representations of characteristics of the population or sub-sets of the population.

The following are examples of non-statistical purposes:

- (a) transmitting or allowing access to unit record data in part or whole to any other person/organisation, (other potential users of the data for statistical purposes must therefore make a separate application to the ABS);
- (b) transmitting of, or allowing access by any other person/organisation to, any information based on the unit record data which comprises only one record; and
- (c) attempting to match unit record data in whole or part with any other information for the purposes of identifying individuals.

Use of the data for improper purposes may render the user liable to severe penalties. For information about the propriety of any particular intended use of the data, please contact the Director, Statistical and User Services, Melbourne (03) 652 6232.

Other conditions of issue are:

- (a) statistical tables, graphs, etc., obtained from analysis of these sample files may be further disseminated provided that the purchaser agrees:
 - (i) to indicate that the ABS is the source of the data used;
 - (ii) not to attribute any analysis or transformation of the data to the ABS; and
 - (iii) to use the terminology currently used by the ABS for describing data;
- (b) Payment for magnetic tape files must be received in advance of the supply date. Purchase orders are not acceptable.
- (c) While the utmost care will be taken in preparing and handling each tape, deterioration may occur between the time of copying and receipt of the tape. Accordingly, if the tape is unreadable on receipt and this is reported to the ABS within 28 days of dispatch, it will be recopied free of charge. As an added precaution at least one security copy of the tape should be made on receipt.

APPENDIX A

MAGNETIC TAPE FORMATS

All data on magnetic tape from household sample surveys are supplied from the Canberra Office of the ABS and encoded by a FACOM M382 computer. All tapes are of standard dimensions (730m x 12.7mm) and use 9 tracks.

1. Tape labelling conventions

Three labelling options are available:

- (a) FACOM Standard Label (same as IBM standard label). A label block consists of an 80 character EBCDIC coded fixed format record prefixed as for Australian Standard Labels but with some fields containing different information. However, the contents of the main fields are the same as for ANSI X3.27 labels. For a complete description see Appendix B.
- (b) Australian Standard Label (ANSI X3.27-1978 and AS 1068-1971). A label block consists of an 80 character ASCII coded fixed format record prefixed by the characters VOL1, HDR or EOF. For a complete description see Appendix B.
- (c) Unlabelled.

Note: All data files labelled and unlabelled will be encoded using either ASCII or EBCDIC Code Sets and will be blocked. The last file of data will be terminated by two consecutive tape marks. Although the ABS can supply unlabelled tapes from the M382 computer, the practice is strongly discouraged.

2. Recording densities

There is only one recording density available, and that is phase encoded 63 RPmm (1600 BPI).

3. Code sets

Two code sets are available:

- (a) ASCII Code Set (AS1776-1975) which requires a minimum of 7 bits for representation. ABS always writes this code in 8-bit representation with the high order bit set to zero. This code cannot be represented on tapes with FACOM standard labels.
- (b) EBCDIC Code Set. ABS always writes this code in 8-bit representation. This code will not be represented on tapes with ANSI labels.

4. Block sizes

The block sizes will usually be as close as possible to 2048 characters, which is the maximum block size allowed for ANSI labelled tapes. Block sizes are not a user option.

5. Provision of magnetic tapes

Two options are available:

- (a) ABS 'For Sale' tapes. These are 730m x 12.7mm new tapes which are sold by the ABS at commercial retail prices including sales tax. The charge for the magnetic tape is in addition to the charge for any data contained thereon and is a part of the total charge for the supply of ABS data.
- (b) User supplied tapes. ABS is able to copy data to user supplied magnetic tapes. These tapes must be 730m x 12.7mm and should preferably be new.

6. Initialising arrangements for magnetic tapes

All tapes will be initialised by the ABS under its Tape Management System (TMS). Labelled tapes will be allocated VSN(s) by the ABS and hardcopy of the label details will be supplied to the user. The user may specify an expiry date.

ABS 'For Sale' tapes—these are available in labelled or unlabelled form. All tapes will be initialised by ABS prior to copying data.

User supplied tapes—ABS will regard all user supplied tapes as 'scratch' tapes. Such tapes will be initialised in the ABS TMS prior to copying. If necessary, they will be demagnetised and/or certified prior to initialisation. User supplied tapes may be returned labelled or unlabelled as for ABS 'For Sale' tapes.

7. Summary of copying options

Acceptable combinations of copying options are summarised in the following table:

**SUMMARY OF COPYING OPTIONS FOR MAGNETIC TAPE FROM
HOUSEHOLD SAMPLE SURVEYS(a)**

	LABELLING				DENSITY	CODE SET		TYPE OF TAPE	
	ANSI/ ASCII (b)	'Standard' EBCDIC (c)	No Label	Labelled by ABS	63 RPhm (1600 BPI) (phase encoded)	ASCII	EBCDIC	ABS 'For Sale'	User Supplied (d)
	*(c)			*	*	*		*	
	*			*	*	*			*
		*		*	*		*	*	
		*		*	*		*	*	*
			*		*	*	*	*	*
ABS Preferred Combination	*			*	*	*	or	or	*

(a) All magnetic tapes will be 730m x 12.7mm recorded by the FACOM M382 computer on 9 tracks. (b) Australian Standard Labels (AS 1068): code set (AS 1776) with data restricted to numeric and upper case alphabetic characters. (c) IBM Standard Labels: EBCDIC code set, with data restricted to numeric and upper case alphabetic characters. (d) Where a user supplies a magnetic tape, it must be 730m x 12.7mm and should preferably be new. (e) The asterisks (*) indicate compatible options.

APPENDIX B

MAGNETIC TAPE VOLUME AND DATA SET LABELS

Section A—FACOM Standard Labels (same as IBM)

Each label is one 80-byte record containing various attributes of the data set or reel. EBCDIC code is used.

There are five kinds of labels, as shown in Fig. A.1.

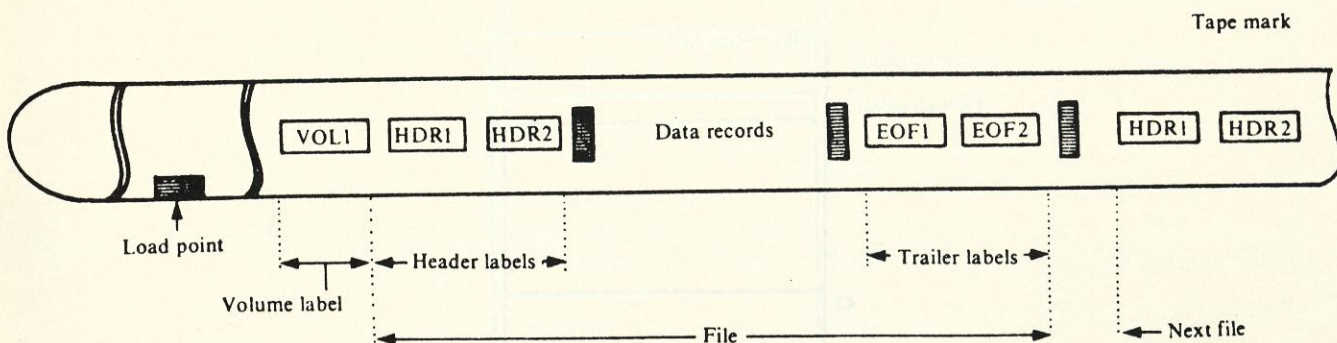


Figure A.1 FACOM standard labels (same as IBM)

Volume label—

One volume label exists as the first block on each reel. This label contains the volume serial number (VSN), owner name, and other data pertinent to this reel. A volume label is characterized by its first four characters: VOL. 1.

Header labels—

Two header labels are written at the front of each file: header label 1 (HDR1) and header label 2 (HDR2). The former contains an identification of this file, the latter contains various attributes.

Trailer labels—

Two trailer labels are written at the end of each file: trailer label 1 (EOF1) and trailer label 2 (EOF2). As can be seen from Fig. A.1, header and trailer labels are paired for each file on the volume. Trailer labels are quite similar to header labels, since reel processing does not always start from the front of a file, e.g. when reading backwards.

Standard volume label format:

Refer to Fig. A.2.

- 1 *Label name:* Indicates that the label is a volume label; always 'VOL'.
- 2 *Label number:* This is the sequence number of the volume label. There is only one volume label for a standard-label reel; hence, its sequence number is always '1'.
- 3 *Volume serial number (VSN):* One to six EBCDIC characters. Used to cite a specific volume. Externally-readable label on the reel should agree with this serial number for operating convenience.
- 4 *Owner name:* Arbitrary identifier of up to ten EBCDIC characters.

1	(3)	1 Label name 'VOL'
4		2 Label number '1'
5	(6)	3 Volume serial number (VSN)
11	(30) Reserved	
42	(10)	4 Owner name
52	(29) Reserved	
80		

Note : Reserved—All blank

Figure A.2 Standard volume label

Standard format for the first header and trailer labels for a file:

Refer to Fig. A.3:

- 1 *Label name:* There are the following two kinds of label names:
 - 'HDR' Header label
 - 'EOF' Trailer label (end of data set).
- 2 *Label number:* Sequence number of this label; always '1' in this case.

1	(3)	1 Label name
4		2 Label number
5		
	(17)	3 File name
22		
	(6)	4 File serial number
28		
	(4)	5 Volume sequence number
32		
	(4)	6 File sequence number
36		
	(4)	7 Generation number
40		
		8 Version number
42		
	(6)	9 Creation date
48		
	(6)	10 Expiration date
54		
		11 Security indicator
	(6)	
		12 Block count
61		
	(13)	13 System code
74		
	(7) Reserved	
80		

Figure A.3 First standard header or trailer label for a file

3 *File name*: Seventeen-character left-justified data set name. When less than seventeen characters, padded on right with blanks.

4 *File serial number*: Serial number of first volume on which this data exists.

5 *Volume sequence number*: Sequence number for a data set on one or more volumes. Volume sequence number is always '0001' for a single volume.

6 *File sequence number*: Relative position of each data set on the volume ranges through (0001-9999). This is relative to the first volume.

7 *Generation number*: Blank

8 *Version number*: Blank

9 *Creation date*: Indicates year and day the data set was created:

byydd	b	Blank
yy		Last two digits of the calendar year (00-99)
ddd		Day in the year (001-366)

10 *Expiration date*: Indicates year and date until which the data set is protected from deletion. Same format as the creation date. Field is character '0' if not specified, and the protection interval is null.

11 *Security indicator*: Set to '0' (unprotected).

12 *Block count*: Total number of data blocks in the data set. Stored in the trailer label (EOF1 or EOVI); always '0' in the header label (HDR1).

13 *System code*: Identifier for system that created the data set. Always 'FACOM OS IV/F4' (13 bytes) for reels created on this operating system.

Standard format for the second header and trailer labels for a file:

Refer to Fig. A.4.

1 *Label name*:

'HDR'	Header label
'EOF'	Trailer label (end of data set)

2 *Label number*: Sequence number of this label; always '2' in this case.

3 *Record format*:

F	Fixed length
V	Variable length
U	Undefined length

4 *Block length*:

F	format	Block length (integer multiple of record length)
V	format	Maximum block length (including BDW)
U	format	Maximum block length

5 *Record length*:

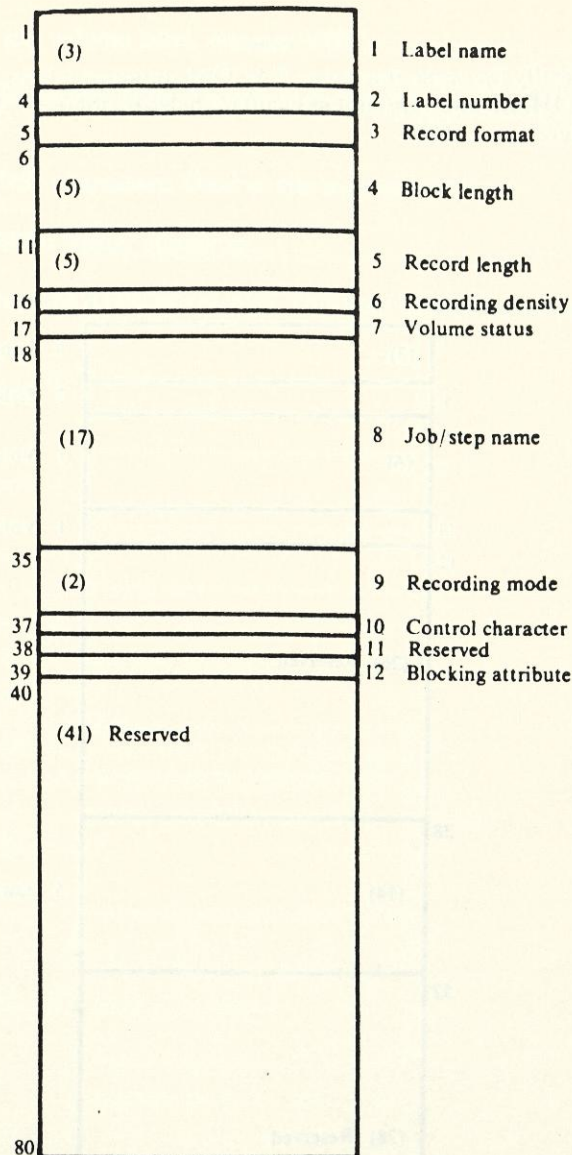
F	format	Logical record length
V	format	Maximum logical record length (including RDW)
U	format	Always '0'

6 *Recording density*:

3	1600 (9 track)
---	----------------

7 *Volume status*:

0	First (or only) volume for this data set
---	--



Note : Reserved—All blank

Figure A.4 Second standard header or trailer label for a file

8 *Job and step names*: Job name (eight characters) and step name (eight characters) delimited by '/' when the data set was created.

9 *Recording mode*: Blank

10 *Control character*:

- A ANSI control characters
- C FACOM control characters
- M Machine control characters
- blank No control characters

11 *Unused field (blanks)*:

12 *Blocking attribute*:

- B Blocked records
- S Spanned records
- R Blocked spanned records
- blank Unblocked unspanned records

Section B—ANSI Labels

ANSI labels have basically the same format as FACOM standard labels. There are some differences in positions of fields in VOL1 and HDR1. HDR3 and subsequent header labels are not used. All ANSI labels and data are recorded in ASCII code at a recording density of 1600.

ANSI volume label format:

Refer to Fig. A.5.

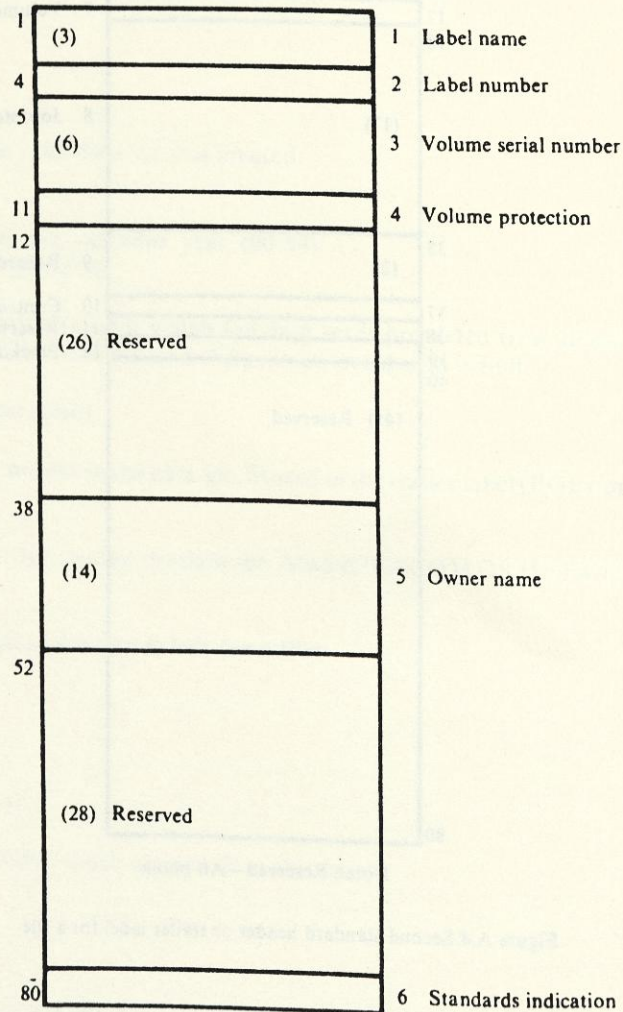


Figure A.5 ANSI volume label

- 1 *Label name*: Indicates that the label is a volume label. Always 'VOL'.
- 2 *Label number*: Sequence number of the volume label. There is only one volume label for an ANSI standard-label reel; hence, its sequence number is always '1'.
- 3 *Volume serial number*: One to six ANSI characters. Used to cite a specific volume.
- 4 *Volume protection*: This field is an ANSI 'space' character.
- 5 *Owner name*: Arbitrary name of at most 14 ANSI characters. This field is left blank if no owner name was specified when the file was created.
- 6 *Standards indication*: This field is set to '1'.

ANSI format for the first header and trailer labels for a file:

Refer to Fig. A.6. The contents of the fields (1)-(13) in Fig. A.6. are the same as those of the FACOM standard label (Fig. A.3) except for field (11), 'Security indicator'.

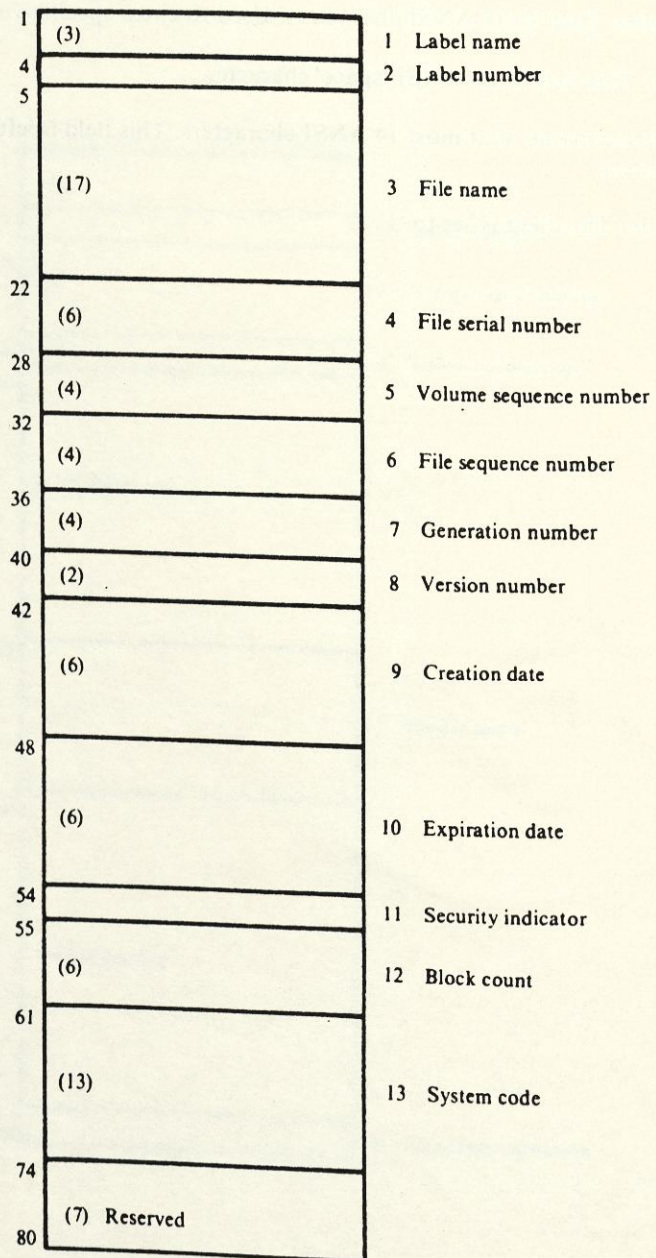


Figure A.6 First ANSI header and trailer label for a data set

11 *Security indicator*: Blank

ANSI format for the second header and trailer labels for a file: Same as FACOM standard labels.

Other labels: File labels 3-9 (HDR3-HDR9, EOF3-EOF9) are not created by ABS.

APPENDIX C

LIST OF DATA ITEMS ON SAMPLE FILE

Record : Person

Field name	Range of codes
Random number allocated to each record	0-99999999
Type of questionnaire	1-3
Number of usual residents of household	1-9
Sex	1-2
* Age	1-31
* Marital status	1-5
Country of birth	1-27
Part of State	1-2
* Household type	1-9
Number of children aged between 0 and 14	0-5
Family relationship code	1-11
Distance from household to station	1-8
Distance from household to bus stop	1-8
Distance from household to tram stop	0-8
Number of registered motor vehicles parked overnight	0-7
Number of government or company vehicles parked overnight	0-5
Number of non-government or company vehicles parked overnight	0-7
Total household income for last year	1-3,9
Area of usual residence	1-6
Employment status	0-3
Full-time part-time status	0-2
Hours worked last week	0-13
Full-time workers who worked less than 35 hours	0-1
Worked less than one hour	0-1
Current occupation	0-62
Current industry	0-30
Status of worker	0-5
Reason for absence from work for all or part of survey week	0-9
Reference day last week	1-5
Any travel using public transport on reference day	1-2
Used public transport for shopping	0,1
Used public transport for employers' business	0,2
Used public transport for health or medical reasons	0,3
Used public transport for recreational reasons	0,4
Used public transport for personal business	0,5
Used public transport for visiting family or friends	0,6
Used public transport for other reasons	0,7
Main mode of travel to work	0-01,04-08,11-17
Whether main mode usual for travel to work	0-2
Usual mode of travel to work	0-14,19
Whether public transport was main method of travel to work	0-2
Whether public transport was used to travel to work	0-2
Why public transport was not used to travel to work	0-12
Type of ticket used in public transport travel to work	0-20,33-35
Area of ticket (asked only for work travel)	0-9
Person used a train at some stage to travel to work	0,01,99
Person used a bus at some stage to travel to work	0,04,99

Record : Person

Field name	Range of codes
Person used a tram at some stage to travel to work	0,05,99
Person used a taxi at some stage to travel to work	0,06,99
Person drove a car at some stage to travel to work	0,07,99
Person was a passenger in a car at some stage to travel to work	0,08,99
Person used a motorcycle at some stage to travel to work	0,11,99
Person used a bicycle at some stage to travel to work	0,12,99
Person walked more than 400m while travelling to work	0,13,99
Person used a method of travel other than those specified	0,14,99
Why car was not used to travel to work	0-7
Departure time to work	0-11
Time taken to travel to work	0-6
Main mode of return from work	0-08,11-14
Whether return mode same from work	0-2
Distance travelled to work	0-8
Departure place to travel to work	0-1,3
Whether travelled to work on reference day	0-5
Number of travel modes used to get to work	0-5
Main mode of travel to school	0-18
Whether main mode usual travel to school	0-2
Usual mode of travel to school	0-14,19
Whether public transport was main method of travel to school	0-2
Whether public transport was used to travel to school	0-2
Why public transport was not used to travel to school	0-12
Type of ticket used in public transport travel to school	0-35
Person used a train at some stage to travel to school	0,01,99
Person used a school bus at some stage to travel to school	0,02,99
Person used another bus at some stage to travel to school	0,04,99
Person used a tram at some stage to travel to school	0,05,99
Person used a taxi at some stage to travel to school	0,06,99
Person drove a car at some stage to travel to school	0,07,99
Person was a passenger in a car at some stage to travel to school	0,08,99
Person used a motorcycle at some stage to travel to school	0,11,99
Person used a bicycle at some stage to travel to school	0,12,99
Person walked more than 400m while travelling to school	0,13,99
Person used a method of travel other than those specified	0,14,99
Why car was not used to travel to school	0-7
Departure time to school	0-11
Time taken to travel to school	0-6
Main mode of return from school	0-14
Whether return mode same for school travel	0-2
Distance travelled to school	0-8
Departure place to travel to school	0-3
Whether travelled to school on reference day	0-3
Number of travel modes used to get to school	0-5
Type of drivers' licence	0-4
* Locality of work	0-8
* Locality of work regions	0-5

Appendix C - cont.

Record : Person

Field name	Range of codes
Any study full-time or part-time	1-4
Type of educational institution,incl. hobby courses	0-8
Whether attended school or not in reference week	0-3
School attendance Monday	0,1
School attendance Tuesday	0,2
School attendance Wednesday	0,3
School attendance Thursday	0,4
School attendance Friday	0,5
School attendance Saturday	0,6
School attendance Sunday	0,7
Whether household member did major shopping during reference week	0-2
Main mode of travel shopping	0-14
Departure time for shopping	0-12
Time taken to travel to major shopping location	0-6
Distance travelled to shopping	0-8
Departure place to travel to shopping	0-4
Frequency of major shopping trips	0-7
Number of shopping trips during survey week	0-9
Locality of shops	0-8
Day of major shopping	0-8
Any other shopping than food	0-3
Other places visited while doing major shopping - library	0,1,99
Other places visited while doing major shopping - post office	0,2,99
Other places visited while doing major shopping - CES	0,3,99
Other places visited while doing major shopping - council office	0,4,99
Other places visited while doing major shopping - medical/welfare	0,5,99
Other places visited while doing major shopping - bank	0,6,99
Other places visited while doing major shopping - community centre	0,7,99
Other places visited while doing major shopping - other	0,8,99
Other places visited while doing major shopping - no other	0,9,99
Household weight (needs to be divided by 10000)	0-99999999
Person weight (needs to be divided by 10000)	0-99999999

* The detail for this item has been reduced to preserve the confidentiality of individuals and/or because the data at a more detailed level would be unreliable for most practical purposes.

APPENDIX D

AGGREGATION OF VARIABLES

Variables which have been reduced to avoid the release of identifiable information are set out below.

1. Age variables:
5-25 year olds - single years;
26 years and over - 5 year age-groups to 75 years and over
2. Country of birth:
Grouped into 27 categories
3. Occupation:
Grouped into 62 categories
4. Industry:
ASIC coding compressed to 30 categories
5. Number of children aged between 0 to 14 grouped into 6 categories
6. Area of usual residence - grouped into 6 categories, 5 from the Melbourne Statistical Division and 1 from Rest of Victoria
7. Locality of work, as for area of usual residence plus a category for not known and for not a Victorian locality
8. Locality of shops - as for locality of work

APPENDIX E

ORDER FORMS

1. A guide to completing magnetic tape order forms

- (a) *Form SS84/1 is used for ordering the 1984 Travel to Work, School, and Shops Survey (Victoria) Sample file on magnetic tape and should be completed by a person with technical knowledge of the computer system to be used to process the file.*
- (b) The Form of Undertaking (form SS84/2) should be signed by someone authorised to sign legal documents on behalf of the organisation and a copy should be made for the organisation's records.

2. Supply of magnetic tape(s)

- (a) You may supply your own reels or purchase reels from the ABS.
- (b) Details of labelling standards are given in Appendix A.
- (c) If you supply your own reels, each reel should be of high quality magnetic tape, preferably new, 12.7mm (.5 inch) wide and 730 metres (2,400 feet) long.
- (d) Each of your reels must be clearly identified to avoid processing delays.
- (e) ABS will initialise all magnetic tapes in its Tape Management System with the details specified by the user on form SS84/1. Labelled tapes will be allocated a VSN by ABS. If you are unable to accept an ABS supplied VSN, please contact the ABS as specified in 'C.5.' below.

3. Cost

- (a) The sample file costs \$60.00 which includes freight charges to a destination within Australia. (Overseas customers are required to pay the appropriate freight charge).

NOTE: If the ABS supplies the magnetic tape a fee of \$18.00 a reel is added to your order.

- (b) These prices (as at November, 1985) are subject to change.

4. Ordering procedure

- (a) Forward the order form (SS84/1) and signed Form of Undertaking (SS84/2) with your crossed cheque for the appropriate amount to Supervisor, Statistical Services and Survey Development, Statistical and User Services Branch, Australian Bureau of Statistics, Box 2796Y, GPO Melbourne 3001. Make the cheque payable to the Collector of Public Moneys.
- (b) If supplying your own magnetic tape(s), they should accompany the order form (SS84/1).

5. Further information

If you have any queries about this service, please telephone or write to:

The Supervisor
Statistical Services and Survey Development
Australian Bureau of Statistics
Box 2796Y GPO
MELBOURNE 3001 Telephone: (03) 652 6185

Appendix E - cont.

1984 TRAVEL TO WORK, SCHOOL, AND SHOPS (VICTORIA) SURVEY SAMPLE FILE

ORDER FORM

SS84

To: Supervisor
 Statistical Services and Survey Development
 Australian Bureau of Statistics
 Box 2796Y GPO
 MELBOURNE 3001

1. Please supply the above file on

_____ ABS supplied magnetic tape (\$78.00)

OR

_____ the magnetic tape enclosed (\$60.00)

visual identification of your tape

Brand

Tape number

Other identification

using the following copy option (tick one)

_____	ANSI LABELS	* ASCII CODE SET
_____	FACOM LABELS	* EBCDIC CODE SET
_____	UNLABELLED	* ASCII CODE SET
_____	UNLABELLED	* EBCDIC CODE SET

and expiration date (YYDDD)

If you want permanent protection use 88365

If you want default 30 day protection, leave expiration date blank.

2. My crossed cheque (No.....) for \$..... payable to the Collector of Public Moneys is attached.

3. Please send the processed reel to: (Block letters please)

Name

Organisation

Address

..... Postcode

4. OR the processed reel will be collected by:

Name Telephone

5. In case of technical queries about my order, please contact my software programmer:

Name Telephone

Designation

6. I/We agree to the following conditions of issue:

(a) To use the information on the file for statistical purposes only. A signed Form of Undertaking (SS84/2) is attached.

(b) Statistical tables, graphs, etc. obtained from analysis of these sample files may be further disseminated provided that I/we
 my/our customer, agrees:

Appendix E - cont.

- (i) to indicate that the ABS is the source of the data used;
- (ii) not to attribute any analysis or transformation of the data to the ABS; and
- (iii) to use the terminology currently used by the ABS for describing data.

(c) Payment for magnetic tape files must be received in advance of the supply date. Purchase orders are not acceptable.

While the utmost care will be taken in preparing and handling each tape, deterioration may occur between the time of copying and receipt of the tape by you. Accordingly, if the tape is unreadable on receipt and this is reported to the ABS within 28 days of its dispatch, it will be recopied free of charge. As an added precaution you are advised to make at least one security copy of the tape on receipt.

Signature Date / /
Designation

ABS USE ONLY

ABS order number

Date received

PAYMENT DETAILS

Cheque from

Cheque No.

Amount

Receipt No.

Signature Date
(Collector of Public Monies)

APPROVALSignature Date
(Deputy Commonwealth Statistician)

PROCESSING DETAILS

Tape number

Date initialised

Date copied

DESPATCHSignature Date
(Person handling order)

**UNDERTAKING MADE IN PURSUANCE OF CLAUSE 7 OF THE
DETERMINATION UNDER CENSUS AND STATISTICS ACT, 1905
(STATUTORY RULES 1983, No. 19)**

In pursuance of Clause 7 of the Statutory Rules 1983, No. 19, I,
 _____, acting within the scope of authority exercisable by me in accordance with
 arrangements approved by * _____, hereby undertake that I,
 will use the unidentified individual 1984 Travel to Work, School, and Shops Survey (Victoria)
 records provided by the Australian Statistician, referred to as the 1984 Travel to Work, School,
 and Shops Survey (Victoria) Sample File, for statistical purposes only.

I recognise that these records are being released under the provisions of a Ministerial
 Determination which is authorised by subsections 13(1) and (2) of the *Census and Statistics Act*
 1905, and I recognise that under subsection 19(2) of the *Census and Statistics Act* 1905 failure to
 comply with this undertaking is an indictable offence, punishable on conviction by a fine not
 exceeding \$5,000 or imprisonment for a period not exceeding two years, or both.

(Clause 7 of Statutory Rules 1983, No. 19 and subsections 13(1), 13(2) and 19(2) of the *Census and*
Statistics Act 1905 are reprinted in full on the reverse side of this Undertaking.)

* Name of organisation _____

Signed _____ Date _____

Address _____

Position in organisation _____

Witnessed by _____

Name and position _____

Date _____

CLAUSE 7, STATUTORY RULES 1983, NO. 19**Disclosure of unidentified information**

7 (1) Information in the form of individual statistical records may, with the approval in writing of the Statistician, be disclosed where—

- (a) all identifying information such as name and address has been removed;
- (b) the information is not likely to enable the identification of the particular person or organisation to which it relates; and
- (c) the Statistician has been given a relevant undertaking for the purposes of this clause.

(2) A reference in paragraph (1) (c) to a relevant undertaking shall be read as a reference to an undertaking in writing by—

- (a) in the case of information to be disclosed to a person, being an individual—that person;
- (b) in the case of information to be disclosed to an official body—the responsible Minister in relation to, or responsible officer of, that official body; or
- (c) in the case of information to be disclosed to an organisation other than an official body—a responsible officer of that organisation,

that the information will be used for statistical purposes only.

SUBSECTIONS 13 (1) AND (2), CENSUS AND STATISTICS ACT 1905**Release of information**

13 (1) Notwithstanding anything in this Act (other than this section), the Minister may, by instrument in writing make determinations providing for and in relation to the disclosure, with the approval in writing of the Statistician, of information included in a specified class of information furnished in pursuance of this Act.

(2) Without limiting the generality of sub-section (1), determinations may make provision—

- (a) as to the person to whom the information may be disclosed;
- (b) as to the persons, being the persons from whom the information has been obtained, whose consent is required for the disclosure of the information; and
- (c) specifying terms and conditions subject to which the information may be disclosed, including, but without limiting the generality of the foregoing, terms and conditions as to the requiring of a person to whom the information is, or is to be, disclosed to give an undertaking, in writing with respect to the disclosure of the information by that person, including an undertaking not to disclose any of the information to any person.

SECTION 19 (2), CENSUS AND STATISTICS ACT 1905

(2) A person who contravenes sub-section (1) or fails to comply with an undertaking of the kind referred to in paragraph 13 (2) (c) given by him in relation to information disclosed to him in accordance with a determination is guilty of an indictable offence punishable on conviction by a fine not exceeding \$5,000 or imprisonment for a period not exceeding 2 years, or both.